
Commonwealth of Virginia
Private Security Services Advisory Board
Department of Criminal Justice Services

October 9, 2001

Meeting Minutes

Held in Virginia Beach, Virginia at the Sheraton Inn Oceanfront

Joyce Monaghan, Chair
Mary Kay Wakefield, Vice Chair
John Seay, Secretary

Lynn Herring
Clyde Sparks
Robert Shuster
Lt. Paul Midget
Steve Martin
W. Brent Fortner
Steve Masterson
Robbie Robertson

The meeting was called to order by Chair Joyce Monaghan at 8:55 AM.

All members were in attendance except Lt. Midget. It was announced that Lt. Midget had an excused absence.

The Chair welcomed all industry members and Special guests to the Annual Private Security conference and expressed her gratitude from the PSSAB for those attending this important meeting.

Chairman Monaghan called for a motion waiving the reading of the previous minutes. A motion was made, seconded and passed. Chairman Monaghan asked for a motion deferring the acceptance of the minutes until our next meeting. A motion was made, seconded and passed.

The Chair called for the reports from the established committees.

Committee Reports

Legislative Committee—Joyce Monaghan

Attached to these minutes is a more detailed report from the legislative committee.

Summarizing the committee's report; the following issues were reviewed and discussed.

A. Bail Enforcement Regulation

B. An exemption to the current stalking laws for Private Investigators—requested by PISA.

C. Exception to the requirements for access to restricted information for Private Investigators,

D. Reoccurring criminal history records check for registered private investigators.

E. An initiative to support the establishment of a database by the Virginia state police for private security personnel.

F. Subcontractors

G. Redefinition of unarmed security officers.

Legislative Committee Report—Continued

E. An initiative to support the establishment of a database by the Virginia state police for private security personnel.

F. Subcontractors

G. Redefinition of unarmed security officers

H. Code 9-183.2 change and add PI's to

To amend regulations to include a definition for:

1. Security consultants
2. ATM technicians
3. Special events co-coordinator

The next meeting of the committee will be at noon—today.

Motion made to accept report by Joyce and seconded by Mary Kay Wakefield. Passed

Fingerprint Committee—Brent Fortner

The chair of this committee reported that all activity had been tabled until further information and costs became available.

Reciprocity Committee—John Seay

The chair of this committee reported that informal meetings had been conducted to establish procedures for actions. Members of this committee will attempt to establish relationships with neighboring regulated states and associations.

Training Committee—Lynn Herring

The chair of this committee reported that the Department was pleased to announce a new draft of the School Directors manual. This new draft would be reviewed at a scheduled workshop at the Conference.

Committee Reports—Continued

Training Committee—Lynn Herring—continued

The committee urges the prompt commencement of the Job Task Analysis program and hopes that this program will adopt the concepts of tiered training in their analysis.

Departmental Reports—Lisa Hahn—Section Deputy Chief

Ms. Hahn presented a comprehensive report on the goals and activity of the Section. Her report included Compliance Statistics, Business and School Audits, Applications Processed, Licensing Statistics and New Initiatives. Her report is attached to these minutes.

Ms. Hahn also announced that the Job Task Analysis contract had been awarded to Schoeder Measurement Technology and that they would commence activity on November 1st. The initial areas of analysis will focus on Armed and Unarmed Security Officers, Personal Protection Specialists and Security Canines. The study and analysis is estimated to be included in 18 months.

Old Business-

The Chair called for old business. None was brought forward.

New Business

Harold McCann Award—Chairman Steve Martin

The Chair of this committee announced that it was always the high point of his year to announce the winner of this award. But that this year there was a high degree of sadness associated with this recognition. For the first time in the history of this award—there was tie.

The award was conveyed to the family and friends of Don Koch—in light of Don's many years of thoughtful, considerate and wise contributions to the Virginia Private Security Industry. The industry grieves over the loss of this true gentleman.

Harold McCann Award—Chairman Steve Martin

The award was also presented to James Rowe, a past Chair of PSSAB and a member of the PSSAB for eight years. Jim is well recognized for his many years of commitment and dedication to the private security industry.

Steve Martin went on to recognize the contributions of Mr. Larry Daniels and Carl Fisher for their eight years service on the Private Security Advisory Board. Mr. Martin further recognized Mr. John Heick for his participation as the first Board member representing the Armored Car Industry.

New Business.

The Chair called for new business.

Mr. Lynn Herring asked for a board motion—to honor those private Security personnel whom risk their lives in the World Trade Center and Pentagon disasters. Made by Herring, Seconded by Steve Masterson. Passed.

Public Comment.

Hayward Long, President PISA

A. seeks fingerprinting of all unarmed security officers—the public needs to be certain that these individuals are trustworthy.

Bill McCrory—Please make training relevant to the job task analysis

John Kochensparger—that you for the recognition award last year.

Martha Clancy—Please reopen the current regulations for training modifications. Please change the definition of unarmed security officer to safeguard and protect.

Leon D. Baker, Jr.—The Governor and Secretary of Public Safety are carefully reviewing the current training requirements for Private Security officers.

Public Comment.— Continued

Lynn Herring made a motion to recognize and adopt some of the comments made during the public comment period. This motion ultimately became so lengthy—that it was separated into parts to be more workably.

Motion ONE—To initiate legislation

To amend the FOIA procedures—so that a FOIA request would not divulge the home address or telephone number of a private security registrant or certificant. Made by Herring—Seconded by Seay—Passed

Motion TWO— To amend legislation

To change the definition of security officer. Made by Herring—
Seconded by Robertson = Passed.

Motion THREE—To initiate actions

To open the current training regulations for modifications that would make them more relevant to the jobs of the private security employees. This would not effect the commencement of the Job Task Analysis program. Made by Herring—Seconded by Seay - Passed.

Motion FOUR—To initiate legislation

To modify the PSSAB position on fingerprinting. Furthermore to become more aggressive by seeking additional funding for the Virginia State Police to install livescan equipment in their divisional offices and elsewhere.

Made by Herring—Seconded by Seay—passed.

The next meeting of the Private Security Advisory Board is scheduled for December 4, 10 AM at the Virginia State Police Academy, Richmond, Virginia.

The meeting was adjourned at 11:55.

Respectfully Submitted.

Attachment One
Private Security Service Advisory Board
1 July 2001 to 30 June 2002

Joyce A Monaghan, Chairman
Private Investigator Representative

May Kay Wakefield, Vice Chairman
Electronic Security Representative

John Seay, Secretary
Electronic Security Representative

W. Brent Fortner
Security Representative

Lynn H. Herring
Security Representative

R. Steve Martin
Instructor Representative

Steve Masterson
Armored Car Representative

Lt. Paul Midgett
Law Enforcement Representative

Robbie Robertson
Security Representative

Robert Shuster
Personal Protection Specialist Representative

Clyde Sparks
Private Investigator Representative

Attachment Two

Private Security Service Advisory Board

Directory

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Attachment Three

Private Security Services Industry Directory

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PAST PSSAB CHAIRS

Carl Fisher	2000
Hayward Long	1998-1999
Jim Rowe	1996-1997
Beth Townsend	1994-1995
Martha Clancy	1992-1993